



Pennsylvania Association of Nonprofit Organizations

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March 3, 2008

To whom it may concern:

The Pennsylvania Association of Nonprofit Organizations (PANO) has recently agreed to an arrangement with Benjamin Eckerson to serve as a volunteer communications specialist.

Mr. Eckerson will assist our staff in refining our overall communications strategy and our marketing materials. He will also help with event planning for our annual Nonprofit Congress, which will be held on Thursday April 17, 2008.

In order for Mr. Eckerson to be of most value to our organization, I am requesting by this letter that he be allowed to have access to a computer for word processing and desktop publishing purposes. I will make arrangements to ensure that the computer will not provide access to the Internet.

I appreciate your consideration of this request. Should you have any questions, please do not hesitate to contact me at 717-236-8584.

Sincerely,

Jennifer Ross
Jennifer Ross, CAE
Chief Information Officer

PANO is the statewide membership organization serving and advancing the charitable nonprofit sector through leadership, advocacy, education and services in order to improve the quality of life in Pennsylvania.



STANDARDS FOR
EXCELLENCE

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